

**VILLAGE OF NORTH UTICA**  
801 S. Clark St., North Utica, IL 61373  
**Special Meeting of the Board of Trustees**

September 26, 2019

[www.utica-il.gov](http://www.utica-il.gov)

**AGENDA**

- I. **7:00 p.m.** - Call to Order Special Village Board Meeting
- II. Pledge of Allegiance
- III. Roll Call
  
- IV. Attorney's Report:
  - 1.) Summary of Petition of Jason L. Galvan, Owner of property located at 310 Towpath Road, Utica, IL, currently zoned R-1, seeking a Special Use permit requiring certain text amendments to the Village of North Utica Zoning Ordinance, and possible amendment of the Hotel and Motel and / or Bed and Breakfast Ordinances, to allow the operation of a vacation dwelling rental.
    - a) Consideration of amendment of Section 10-7A-3 to allow vacation dwelling rentals as a Special Use and the granting of a Special Use permit to the Petitioner, Jason L. Galvan, for property located at 310 Towpath Road, Utica, IL
    - b) Consideration, alternatively, to amend the Zoning of the property, located at 310 Towpath Road, Utica, IL, to a classification of R-3, C-1 or C-2; and to grant the Petitioner, Jason L. Galvan, a Special Use to operate as a vacation dwelling rental on the property.
    - c) Consideration of such other relief as is necessary to allow operation of a vacation dwelling rental, including any amendments necessary to the Hotel and Motel Ordinance (Sec 3-7-1 et. seq.) and / or the Bed and Breakfast Ordinance (Sec. 3-8-1 et. seq) of the Village, at said property location.
  
- V. Village Clerk:
  - 1.) Consideration and Possible Action re: Annual Renewal of the Blue Cross Blue Shield of Illinois Employee Health & Life Insurance Policy
  
- VI. Director of Village Affairs:
  - 1.) Updates on Village Affairs
  - 2.) Consideration and Possible Action on a budget for Christmas in the Village being held on 11-30-19 & 12-1-19
  
- VII. Village Treasurer
  
- VIII. Finance Liaison
  
- IX. Donation / Advertising / Event Requests
  
- X. Governmental Affairs Liaison:
  - 1.) General updates on Utica Business Association
  
- XI. Park & Recreation Liaison
- XII. Streets, Lights & Alleys Liaison
  
- XIII. Police Department Liaison
- XIV. Water / Sewer Liaison
  
- XV. Building / Zoning Enforcement Officer

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- XVI. Maintenance Department/ Public Works Director
  - 1.) Update - Ongoing / upcoming projects in the Village
  
- XVII. Village Engineer
  - 1.) Update – Ongoing / upcoming projects in the Village
  
- XVIII. Village President:
  - 1.) Consideration and Possible Action on an Ordinance establishing a Municipal tax on the Sale of Adult Use Cannabis in the Village of North Utica
  
- XIX. Committees / Trustees
  - 1.) Committee Assignment updates
  - 2.) Trustee Reports
  
- XX. Public Comment
  
- XXI. Executive Session
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
  
- XXII. Possible Action regarding Executive Session items
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
  
- XXIII. Adjournment

Posted 09-24-19

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MINUTES

At 7:03 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Village Clerk Laurie Gbur recorded the meeting attendance. Present at the meeting were Trustees John Schweickert, Nate Holland, Ron Pawlak, Debbie Krizel, Mary Pawlak and Jim Schrader. Also present were Village Attorney Herb Klein, Village Engineer Kevin Heitz and Public Works Director / Zoning Enforcement Officer Curt Spayer, Director of Village Affairs Jamie Turczyn and Village Treasurer Jill Margis.

Village Attorney: Attorney Klein provided a summary of the Planning Commission meeting. The meeting was canceled due to a lack of a quorum. The Public Hearing for the Petition of Mr. Jason Galvan will be continued to 10-24-19 at 6 pm.

It was then motioned by Trustee Schweickert, seconded by Trustee Schrader to Table the item until the 11-14-19 Board of Trustees meeting.

6 Yes

Motion Carried

Village Clerk: Clerk Gbur provided a summary of the information for the renewal of the BCBSIL Employee Health Insurance & Dearborn Life Insurance Plan. The monthly cost of the Health Ins. renewal plan will be \$2,580.85; an increase of \$267.15 per month. The Dearborn Life Insurance Plan did not have an increase.

It was motioned by Trustee Schrader, seconded by Trustee M. Pawlak to approve the renewal of the BCBSIL Employee Health Insurance and Dearborn Life Insurance Plans.

6 Yes

Motion Carried

Director of Village Affairs: Jamie provided a brief update of the upcoming events in the Village.

Christmas in the Village – The event will be held on 11-30-19 & 12-1-19. There will be Trolley rides to look at Christmas Lights, Horse and Carriage Rides, a Barbershop Quartet, and the business will offer specials. The budget for the event is \$6,000 which is a shared cost with the Utica Business Association. It was motioned by Trustee Krizel, seconded by Trustee M. Pawlak to approve a budget for Christmas in the Village, not to exceed \$6,000, shared with UBA.

6 Yes

Motion Carried

Jamie then reminded everyone about the upcoming Utica Fire Department Car Show and the Burgoo Festival being held on 10-12-19 & 10-13-19. Also, there will be a Village of North Utica video coming out very soon. The Video is being created by Matthew Klein Films.

Village Treasurer: NONE

Finance Liaison: NONE

Donations & Advertising Requests: NONE

Governmental Affairs Liaison: Trustee Krizel stated that the Craft Beer Festival held in August was a success. The proceeds in the amount of \$4,500 each, were donated to Utica Fire Department and Waltham School.

Witches Walk of Utica – The event is being held on 10-17-19 from 4 pm – 9 pm. They have already sold 186 tickets out of a total of 400. There will be witches brew tastings, raffles, readings and prizes for the best costume, broomstick and witches' hat.

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MINUTES

Park & Recreation Liaison: Trustee M. Pawlak did not have an update on Parks, however, she did update the Board on the tickets sold by 'Friends of the Fireworks' this year. There was no winner for the 2<sup>nd</sup> pick 3, therefore there was an additional \$500 raised for a total of \$1,500.

Streets, Lights & Alleys Liaison: NONE

Police Department Liaison: NONE

Water / Sewer Liaison: NONE

Building / Zoning Enforcement Officer: NONE

Maintenance Department: NONE

Village Engineer: NONE

Village President: A brief discussion was held about establishing a Municipal Tax on the sale of Adult Use Cannabis in the Village of North Utica. The established 3% tax would take effect on January 1, 2020 when Recreational Cannabis becomes Legal in the State of Illinois. There will be only 500 Adult Use Cannabis businesses allowed in the State of Illinois and the tax on the sales of such will be approx. 45%. Attorney Klein noted that the Village Board would still have the authority to decide if a Dispensary would be permitted in the community if a request is received for such a business to operate in the Village, however by adopting the Ordinance to establish a tax, then the 3% Municipal tax would already be in place if that happens. Also, the Ordinance needs to be filed with the State of Illinois by October 1, 2019 to have the tax effective on January 1, 2020.

It was then motioned by Trustee Schrader, seconded by Trustee Schweickert to approve an Ordinance establishing a 3% Municipal Tax on the sale of Adult Use Cannabis. ORD 2019-26

5 Yes

1 No (Krizel)

Motion Carried

Public Comment: NONE

Executive Session: At 7:16 pm it was motioned by Trustee Schweickert, seconded by Trustee Schrader to enter into Executive Session for the purpose of:

1.) Purchase/Sale/Lease of Real Property

All in Favor

Motion Carried

At 7:41, the meeting was reconvened. Motioned by Trustee Schweickert, seconded by Trustee R. Pawlak.

All in Favor

Motion Carried

With no additional business, it was motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to adjourn the meeting at 7:41 pm.

All in Favor

Motion Carried

Respectfully submitted,  
Laurie A. Gbur; Village Clerk